



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

December 10, 2012

To: All Department Heads

From: William T Fujioka
Chief Executive Officer

A handwritten signature in dark ink, appearing to read "W. T. Fujioka", is placed next to the "From:" line.

2013 VOLUNTEER OF THE YEAR AWARDS LUNCHEON

On motion of Supervisor Michael D. Antonovich, the Board of Supervisors has proclaimed Monday, April 15, 2013, as "Volunteers: Soar Like An Eagle" Day in support of the annual Volunteer of the Year Awards Luncheon (Attachment I).

The luncheon will be held in the Grand Hall of the Dorothy Chandler Pavilion at the Music Center, 135 N. Grand Avenue, Los Angeles. The County's volunteer recognition event is held as part of the national observance of National Volunteer Week, April 21 through 27, 2013, as proclaimed by the President of the United States.

Please select a 2013 volunteer coordinator for your department, who will participate in program activities including:

- The annual awards luncheon on **Monday, April 15, 2013**;
- An insurance workshop conducted by CEO Risk Management on **Wednesday, July 17, 2013** at the Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles; and
- A winter planning meeting on **Thursday, December 5, 2013**, at the Kenneth Hahn Hall of Administration.

Parking for all events will be provided at the Music Center. Volunteer coordinators are responsible for submitting the honoree forms, including the names and background information on the departments' 2013 adult and youth honorees. The deadline for submission of the honoree forms is Friday, January 25, 2013 (Attachments II and III). Please note, departmental volunteer coordinators also are expected to submit quarterly reports on the hours donated by all volunteers to the CEO Office of Workplace Programs.

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

All Department Heads
December 10, 2012
Page 2

County volunteers are dedicated and committed individuals who do not replace County employees, but perform tasks that would otherwise not be performed. These outstanding individuals give generously of their personal time to volunteer service. Last year, 49,633 volunteers donated 2.2 million hours of service, which represents a \$47 million dollar savings to the County.

If you need additional information about the County Volunteer Program and activities, please contact Eddie Washington, Acting Director, Office of Workplace Programs, or Elaine Elizalde, Volunteer Program Manager, at (213) 974-2466, or ewashington@ceo.lacounty.gov or eelizalde@ceo.lacounty.gov, respectfully.

Thank you for your continued support of the County's Volunteer Program.

WTF:EFS:MKZ
RW:EW:EE:mr

Attachments (3)

- c. Each Supervisor
Administrative Deputies
Department Volunteers Directors/Coordinators

2013 VOY Awards Luncheon



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES HELD IN ROOM 381B
OF THE KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012**

Tuesday, November 13, 2012

1:00 PM

6. Recommendation as submitted by Supervisor Antonovich: Proclaim April 15, 2013, as "Volunteers: Soar Like an Eagle Day" throughout Los Angeles County, and approve the following:

Authorize the Chief Executive Officer to appropriate \$35,000 for the 2013 County Volunteer Program, including the annual "Volunteer of the Year Recognition and Awards Ceremony" on April 15, 2013, the annual Volunteer Insurance Workshop on July 17, 2013 and the annual Volunteer Program planning meeting on December 5, 2013;

Request that departmental volunteer coordinators submit to the Chief Executive Office, Office of Workplace Programs quarterly reports on the number of volunteer hours donated to their respective departments;

Request that the Chief Executive Office, the Internal Services Department and departmental coordinators provide the necessary support for the 2013 County Volunteer Program;

Request the Music Center to waive the \$1,200 rental fee, excluding the cost of liability insurance, for use of the Grand Hall and Lobby at the Dorothy Chandler Pavilion for the annual "Volunteer of the Year Recognition and Awards Ceremony," to be held April 15, 2013;

Waive parking fees totaling \$3,400, excluding the cost of liability insurance, at the Music Center Garage for honorees and guests attending the ceremony;

Waive parking fees for 20 cars totaling \$500, excluding the cost of liability insurance, at the Music Center Garage for departmental volunteer coordinators attending the annual Volunteer Program insurance workshop, to be held July 17, 2013; and

Waive parking fees for 20 cars totaling \$500, excluding the cost of liability insurance, at the Music Center Garage for departmental volunteer coordinators attending the Volunteer Program planning meeting, to be held December 5, 2013. (12-5249)

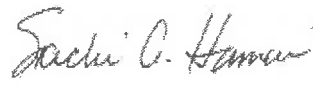
On motion of Supervisor Ridley-Thomas, seconded by Supervisor Knabe, this item was approved.

Ayes: 5 - Supervisor Molina, Supervisor Ridley-Thomas, Supervisor Knabe, Supervisor Antonovich and Supervisor Yaroslavsky

Attachments: Motion by Supervisor Antonovich

The foregoing is a fair statement of the proceedings of the meeting held November 13, 2012, by the Board of Supervisors of the County of Los Angeles and ex officio the governing body of all other special assessment and taxing districts, agencies and authorities for which said Board so acts.

Sachi A. Hamai, Executive Officer
Executive Officer-Clerk
of the Board of Supervisors

By 

Sachi A. Hamai
Executive Officer

COUNTY OF LOS ANGELES
2013 ADULT VOLUNTEER HONOREE OF THE YEAR
"Volunteers: Soar Like An Eagle"

Deadline to turn in completed forms: January 25, 2013

A volunteer is defined as an individual who performs hours of voluntary service in a County department for civic, charitable, humanitarian, recreational, health, public safety or general welfare reasons, without promise, expectation or receipt of compensation for service rendered.

On September 29, 1981, The Board of Supervisors established the County Volunteer and Recognition Awards program to encourage citizens to donate their time and talents to public service programs.

Honoree's Name _____ (over 21) _____
age optional

Honoree's Name as it is to appear on scroll

Honoree's Address _____

City and Zip Code _____ Telephone _____

Honoree's Volunteer Service Information:

Division/Medical Center/Court _____

Address _____

Length of Volunteer Service _____ Total Hours _____

Nominator _____

Telephone _____ E-Mail _____

Department Volunteer Director/Coordinator:

Name (as it is to appear in the Program Book)

Title

County Department _____

Address _____ City _____

Telephone _____ E Mail _____

Department Head/Administrator Signature _____

2013 ADULT VOLUNTEER HONOREE OF THE YEAR

Name of Honoree: _____

Please provide a **brief profile (100 words or less)** of your Adult Volunteer of the Year Honoree for inclusion in the awards program book. You may use a separate sheet.

Eligibility Guidelines

- Select an Adult volunteer honoree that was not named in 2012.
- Volunteer Service accomplishments to consider, but not limited to:
**Accountability . Can-Do Attitude . Compassion . Customer Orientation
Integrity . Leadership . Professionalism . Respect for Diversity and
Responsibility.**
- Feature unusual personal and/or other challenges overcome by the Adult Volunteer in order to provide excellent service.
- Provide a description of the volunteer activities.

Please provide a quote from the volunteer about “what it means to be a County volunteer.”

Please return the completed and signed form by Friday, January 25, 2013 to:

Volunteer Program Manager
CEO Office of Workplace Programs
500 W. Temple Street, Room B-1
Los Angeles, CA 90012

Telephone: (213) 974-2466 – Fax (213) 633-4694 – E-mail eeelizalde@ceo.lacounty.gov

COUNTY OF LOS ANGELES
2013 YOUTH VOLUNTEER HONOREE OF THE YEAR
"Volunteers: Soar Like An Eagle"

Deadline to turn in completed forms: January 25, 2013

A volunteer is defined as an individual who performs hours of voluntary service in a County department for civic, charitable, humanitarian, recreational, health, public safety or general welfare reasons, without promise, expectation or receipt of compensation for service rendered.

On September 29, 1981, The Board of Supervisors established the County Volunteer and Recognition Awards program to encourage citizens to donate their time and talents to public service programs.

Honoree's Name _____ (14 - 21) _____
age optional

Honoree's Name as it is to appear on scroll

Honoree's Address _____

City and Zip Code _____ Telephone _____

Honoree's Volunteer Service Information:

Division/Medical Center/Court _____

Address _____

Length of Volunteer Service _____ Total Hours _____

Nominator _____

Telephone _____ E-Mail _____

Department Volunteer Director/Coordinator:

Name (as it is to appear in the Program Book) **Title**

County Department _____

Address _____ City _____

Telephone _____ E Mail _____

Department Head/Administrator Signature _____

2013 YOUTH VOLUNTEER HONOREE OF THE YEAR

Name of Honoree: _____

Please provide a **brief profile (100 words or less)** of your Youth Volunteer of the Year Honoree for inclusion in the awards program book. You may use a separate sheet.

Eligibility Guidelines

- Select a Youth volunteer honoree that was not named in 2012.
- Volunteer Service accomplishments to consider, but not limited to:
**Accountability . Can-Do Attitude . Compassion . Customer Orientation
 Integrity . Leadership . Professionalism . Respect for Diversity and
 Responsibility.**
- Feature unusual personal and/or other challenges overcome by the Youth Volunteer in order to provide excellent service.
- Provide a description of the volunteer activities.

Please provide a quote from the volunteer about "what it means to be a County volunteer." _____

Youth Volunteer Signature _____

I consent to participate in the County Volunteer of the Year 2013 program, and I hereby agree to release all information in this document for public awareness purposes.

Signature of Parent or Guardian of Youth Volunteer _____

Please return the completed and signed form by Friday, January 25, 2013 to:

Volunteer Program Manager
 CEO Office of Workplace Programs
 500 W. Temple Street, Room B-1, Los Angeles, CA 90012
 Telephone: (213) 974-2466 – Fax (213) 633-4694 – E-mail eeelizalde@ceo.lacounty.gov